



## DEPARTMENT OF THE NAVY

COMMANDER  
NAVAL RESERVE READINESS COMMAND  
REGION EIGHT  
BOX 90, NAVAL AIR STATION  
JACKSONVILLE, FLORIDA 32212-0090

IN REPLY REFER TO:

REDCOMEIGHTINST 7220.1E

N11

27 May 00

### REDCOM EIGHT INSTRUCTION 7220.1E

Subj: RESEARCH STATUS LOG (RSL) AND PAY PROBLEM REPORTING  
PROCEDURES AND RESPONSIBILITIES

Ref: (a) COMNAVRESFORINST 1001.5C  
(b) Navy Standard Integrated Personnel Systems (NSIPS)  
User's Guide

Encl: (1) REDCOMEIGHT Form 7220/1

1. Purpose. To discuss RSL and pay problem reporting  
procedures and responsibilities.

2. Cancellation. REDCOMEIGHTINST 7220.1D

3. Discussion

a. Per reference (a), RSLs are primarily a pay problem reporting, research, and tracking system. A pay problem is defined as, but not limited to, any occurrence that would cause a member not to receive IDT pay, bonus payments, or special pay. Accurately documented RSLs provide REDCOM Eight with the information necessary to research Navy Standard Integrated Personnel Systems (NSIPS) uploads/downloads and RHS IMAPMIS, NRPC and DFAS pay system. RSLs provide immediate assistance for the resolution of pay problems that cannot be resolved at the local level and identify possible NSIPS computer software/hardware problems.

b. References (a) and (b) provide guidance on purpose, verification, annotation, required signatures, discrepancy cause identification and appropriate action to be taken upon receipt of the following reports: Naval Reserve Drill Pay (NRDP) Earning statement, NRDP Drill Status, NRDP Unit Error, NSIPS system reports, transmission logs, and drill verification reports.

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4. Action. Naval Reserve Activity (NRA) pay personnel shall:

a. Upon determination that a pay problem cannot be resolved at the NRA level, fax REDCOM Eight Form 7220/1 to the attention of the RSL Coordinator (N1). Include error message, NSIPS entries submitted, pay report discrepancy, and substantiating documentation.

b. Adjudicate RSL messages (received through NSIPS Groupwise accounts) requiring action by the NRA within five working days.

c. Retain an RSL folder for all closed RSLs by fiscal year for two years.

5. Forms: Information for Research Status Log (REDCOM Eight 7220/1) form can be reproduced at the lowest level or can be ordered through REDCOM Eight Command Services (N01A).



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List B

